

BUILDING & FACILITIES PLANNING COMMITTEE
September 3, 2015

Chairman Jim Servais called the Building & Facilities Planning Committee to order at 9:00 a.m. on Thursday, September 3, 2015, in the County Board Room on the 3rd floor of the Courthouse Annex. Members present were Gary Davig, Shawn Redington, Eric Evenstad, Mike Leis and Jim Servais. Others in attendance were Phil Hewitt and Renee Tryggstad. Servais stated the meeting had been properly noticed. There were no visitors at the meeting.

Motion by Davig, second by Leis to approve the minutes of the August 6, 2015 meeting. All in favor. Motion carried.

Next on the agenda was audience to visitors. There was none.

Servais moved to the next item on the agenda, panic buttons for the County Board room and the County Board Chairman's office. Hewitt stated due to an incident at a committee meeting it was discussed that a panic button should be installed in the County Board room. County Board Chairman, Cornell also has requested having a panic button installed in his office. Hewitt stated he has not checked on the price yet. Redington stated we will have to compare the price versus the times needed to use it. Hewitt stated there is an officer in building most of the time. **Motion by Davig, second by Redington to have Hewitt check into the cost of the panic buttons and bring it back to our next meeting. All in favor. Motion carried.**

Servais moved to the next item on the agenda, Erlandson building windows. Hewitt stated the new window is in but the contractor has not installed it yet so we do not know what the cost will be. The old windows were not framed correctly. **Motion by Redington, second by Evenstad to table this item until our next meeting. All in favor. Motion carried.**

Next on the agenda was review and approve the 2016 budget. Hewitt stated everything stayed the same as last year on the budget so it was a zero increase. **Motion by Davig, second by Evenstad to approve presenting the 2016 budget to the finance committee. All in favor. Motion carried.**

Next on the agenda was the Department Head report. Hewitt stated Young has been busy painting the third floor hallway of the Annex building. The committee stated she is doing a nice job. The Courthouse painting project has finished and looks nice. Hewitt stated once the grain bin is empty we will put it up for sale. Hewitt stated we have received a \$45 electric bill for the farm and is not sure where the electricity is going, so once the grain bin is empty he is going to pull all meters at the farm. Hewitt stated the group snow plowing went well last winter and plans to do the same this winter. Hewitt stated there are two projects that need to be done in the future. One is the old jail needs a new roof and the second one is County Board room needs new carpet.

Next on the agenda was Committee Members Reports. There were none.

Servais moved to number eleven on the agenda, approve vouchers. **Motion by Evenstad, second by Davig to approve all vouchers presented at the September 3, 2015 meeting. All in favor. Motion carried.**

There were no announcements.

The next regular scheduled meeting (if needed) is Thursday, October 1, 2015, and Thursday, November 5, 2015 at 9:00 a.m. in the third floor County Board Room, Courthouse Annex. Evenstad is excused from the October 1, 2015 meeting.

Motion by Redington, second by Davig to adjourn the meeting at 9:45 a.m. All in favor. Motion carried.

Minutes submitted by
Renee Tryggstad – County Clerk's Office